

RECORD OF PERFORMANCE QUALIFICATIONS
AET

INSTRUCTIONS

Record of Performance Qualifications shall be completed for enlisted personnel of the Coast Guard as outlined in the Enlisted Performance Qualifications Manual, COMDTINST M1414.8 (series). Personnel are required to demonstrate proficiency in all performance qualifications for higher pay grades. As proficiency in each performance qualification is demonstrated by actually performing the task listed, the DATE and INITIALS column shall be completed. Some enlisted performance qualifications include Supervisory Guidelines (SupGuide), which will assist in clarifying the intent and proper execution of the task that is to be performed. Personnel are reminded that, although demonstration of proficiency in new performance qualifications at or below their current pay grade is not required, they will be held responsible for those qualifications in future Service Wide Examinations. It is the member's responsibility to be proficient in all currently published performance qualifications, up to and including those of their present pay grade, for their specific rating.

Reference material should be available through the U.S. Coast Guard Directives System Intranet site accessible at <http://cgweb.uscg.mil/g-c/g-ccs/g-cit/g-cim/directives/welcome.htm>, U.S. Coast Guard Directives System Internet site accessible at <http://www.uscg.mil/ccs/cit/cim/directives/welcome.htm>, your unit, or from government sources. A listing of reference material (hyperlinks provided where available) is located at the end of this Tab.

This revision to the EPQs does not change any of the previous tasking. It reflects the rating title change to AET, updates formatting, adds standards (references) and provides hyper-links to the standards (reference material) where available. Therefore, the SWE effective dates remain unchanged and if members have completed tasks on the previous edition of these EPQs, then supervisor signatures should be transferred for those completed tasks to this new edition.

RATING

AVIONICS ELECTRICAL TECHNICIAN (Effective for the May 2004 Active Duty SWE)

ABBREVIATION

AET

DATE COMPLETED ALL PERFORMANCE QUALIFICATIONS FOR RATE LEVEL

E-4

E-5

E-6

E-7

E-8

E-9

NAME (Last, First, Middle Initial)

EMPLID NUMBER

SIGNATURE OF SUPERVISOR				
DATE	NAME/SIGNATURE	INITIALS	RATE	UNIT
REMARKS				

RATING: AVIONICS ELECTRICAL TECHNICIAN	INIT	DATE
<p>Major Duty: A. Aviation Administrative and Management</p> <p>Task:</p> <p>5.A.01c Process aviation materiel IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: Demonstrate the ability to perform the procurement processes outlined in the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) by properly requisitioning, handling, and disposing of aircraft parts, tools, and consumables.</p> <p>5.A.02c Submit aircraft publication change requests IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: Recognize discrepancies in aircraft publications, prepare the appropriate change request, and submit for evaluation.</p> <p>5.A.03c Submit an Unsatisfactory Report (UR) of Aeronautical Equipment (CG4010) IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: Document and forward information concerning failures of aeronautical equipment, ground support equipment, and tools.</p> <p>6.A.01c Supervise an aviation duty section IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Coast Guard Air Operations Manual, COMDTINST M3710.1 (series), The Coast Guard Organization Manual, COMDTINST M5400.7 (series) and unit directives.</p> <p>SupGuide: Manage an Aviation Engineering Duty Section. Determine unit needs and carry out the daily routine. Direct appropriate personnel to accomplish assigned work and ensure all tasks are completed as scheduled. Communicate with the various shops to coordinate personnel requirements in order to complete scheduled and unscheduled maintenance outside normal working hours. Ensure qualified aircrew members and properly configured aircraft are assigned to meet the flight schedule. Maintain the unit's readiness posture.</p> <p>Note: This performance qualification shall be signed off by the Leading Chief Petty Officer.</p>		
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<p>8.A.01c Manage unit aircrew flight requirements IAW the Coast Guard Air Operations Manual, COMDTINST M3710.1 (series), the Management and Administration Of Aviation Incentive Pays, COMDTINST 7220.39 (series), and the Special Duty Assignment Pay (SDAP), COMDTINST 1430.1 (series).</p> <p>SupGuide: Administer the unit Hazardous Duty Incentive Pay (HDIP) and Special Duty Assignment Pay (SDAP) programs and ensure unit personnel meet minimum aircrew requirements.</p> <p>8.A.02c Manage unit Aviation Engineering Department personnel IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series), the Coast Guard Air Operations Manual, COMDTINST M3710.1 (series), the Staffing Standards Manual, COMDTINST M5312.11 (series) and local directives.</p> <p>SupGuide: To ensure all shops, maintenance shifts, and duty sections are staffed with the correct personnel with proper qualifications to complete the mission.</p> <p>Note: This performance qualification shall be signed off by the Aviation Engineering Officer or the Leading Chief Petty Officer.</p> <p>8.A.03c MANAGE unit Aviation Enlisted Assignment Process IAW the Personnel Manual, COMDTINST M1000.6 (series) and Coast Guard Personnel Center (CGPC) Directives.</p> <p>SupGuide: Review the unit Personnel Allowance List (PAL) and the qualifications of assigned personnel. Coordinate with CGPC to ensure that the unit staffing needs are met through skill based assignments.</p> <p>8.A.04c Manage unit Airman Program IAW Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: Monitor and evaluate individual's progress through the Airman Program. Ensure all requirements have been successfully completed and documented prior to recommending individuals to attend Aviation "A" School.</p> <p>8.A.05c Manage unit personnel Qualification Codes IAW the Enlisted Qualification Codes Manual, COMDTINST M1414.9 (series).</p> <p>SupGuide: To ensure unit's personnel's Qualification Codes are properly documented.</p>		
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<p>Major Duty: B. Aircraft Maintenance</p> <p>Task:</p> <p>4.B.01c Document aircraft discrepancies and appropriate corrective actions IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: Demonstrate proficiency in maintaining aircraft logs and records, with an emphasis on the CG-4377's (series) and CG-5181 forms, and the Maintenance Discrepancy Reports (Squawks).</p> <p>4.B.02c Document scheduled and unscheduled maintenance using the Aviation Computerized Maintenance System (ACMS) IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: Properly complete maintenance documentation on an ACMS MPC.</p> <p>4.B.03c Service the following aircraft systems IAW the Aviation Computerized Maintenance System (ACMS):</p> <ul style="list-style-type: none"> • Flight Controls • Power Plants • Power Train • Aircraft Structures • Electrical • Hydraulics • Fuel • Environmental Control • Life Support • Fire Protection/Detection <p>SupGuide: Have a basic understanding of aircraft systems operation. Utilize standard maintenance practices and appropriate safety procedures.</p>		
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<p>4.B.01 Service aircraft electrical cables, wires and connectors IAW the Aircraft Computerized Maintenance System (ACMS), the Aircraft Wiring and Electronics Wiring Manual, T.O. 1-1A-14, and the Aircraft Electric and Electronic Wiring Manual, NAVAIR 01-1A-505 (series).</p> <p>SupGuide: Develop entry-level skills including wire identification, wire diagram interpretation, terminations and repair procedures in order to perform maintenance on aircraft wiring systems.</p>			
<p>4.B.02 Service aircraft electrical and electronic equipment for corrosion IAW the Aviation Computerized Maintenance System (ACMS) and NAVAIR 16-1-540.</p> <p>SupGuide: Develop entry-level skills to perform inspections and maintenance on corroded electrical and electronic equipment.</p>			
<p>4.B.03 Service the electrical and indicating components of the following aircraft systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <ul style="list-style-type: none"> • Anti-Ice/De-Ice • Fuel • Power Plant • Fire Protection Detection • Landing Gear • Hydraulic/Pneumatic • Power Train • Flight Control • Environmental Control <p>SupGuide: Develop entry-level skills in order to perform maintenance on aircraft systems electrical and indicating components.</p>			
<p>4.B.04 Service aircraft AC power systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft AC power systems.</p>			
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<p>4.B.05 Service aircraft DC power systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft DC power systems.</p>			
<p>4.B.06 Service aircraft lighting systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft lighting systems.</p>			
<p>4.B.07 Service the following aircraft communication systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <ul style="list-style-type: none"> • ICS • VHF-AM • VHF-FM • UHF • HF • Secure • SATCOM <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft communication systems.</p>			
<p>4.B.08 Service the following aircraft navigation systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <ul style="list-style-type: none"> • VOR/ILS • TACAN • DF • ADF • GPS • Compass • Inertial • RADALT • IFF • TCAS <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft navigation systems.</p>			
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4.B.09	<p>Service aircraft radar systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft radar systems.</p>		
4.B.10	<p>Service aircraft Air Data Systems (ADS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft ADS systems.</p>		
4.B.11	<p>Service aircraft Flight Director Systems (FDS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft FDS</p>		
4.B.12	<p>Service aircraft Automatic Flight Systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft automatic flight systems (AFCS and autopilot).</p>		
4.B.13	<p>Service aircraft Flight Management Systems (FMS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft FMS</p>		
4.B.14	<p>Service aircraft Flight Recording Systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications:</p> <p>SupGuide: Develop entry-level skills to perform maintenance on aircraft flight recording (voice and flight data) systems.</p>		
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5.B.01	Troubleshoot aircraft electrical cables, wires and connectors IAW the Aviation Computerized Maintenance System (ACMS), the Aircraft Wiring and Electronics Wiring Manual, T.O. 1-1A-14 and the Aircraft Electric and Electronic Wiring Manual, NAVAIR 01-1A-505 (series). SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.		
5.B.02	Troubleshoot the electrical and indicating components of aircraft anti-ice/de-ice systems (electrical and pneumatic) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications. SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.		
5.B.03	Maintain the electrical and indicating components of aircraft fuel systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications. SupGuide: To perform scheduled and unscheduled maintenance to include calibration and operational checks.		
5.B.04	Maintain the electrical and indicating components of aircraft power plants IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications. SupGuide: To perform scheduled and unscheduled maintenance to include calibration and operational checks.		
5.B.05	Troubleshoot the electrical and indicating components of aircraft fire detection systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications. SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.		
5.B.06	Troubleshoot the electrical and indicating components of aircraft landing gear systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications. SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.		
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<p>5.B.07 Maintain the electrical and indicating components of aircraft hydraulic systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</p>			
<p>5.B.08 Maintain the electrical and indicating components of aircraft power train systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</p>			
<p>5.B.09 Maintain the electrical and indicating components of aircraft flight control systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</p>			
<p>5.B.10 Maintain the electrical and indicating components of aircraft environmental control systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</p>			
<p>5.B.11 Maintain aircraft AC power systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</p>			
<p>5.B.12 Maintain aircraft DC power systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</p>			
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<p>5.B.13 Troubleshoot aircraft lighting systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p> <p>5.B.14 Troubleshoot the following aircraft communication systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <ul style="list-style-type: none"> • ICS • VHF-AM • VHF-FM • UHF • HF • Secure • SATCOM <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p> <p>NOTE: Each item above must be initialed and dated individually.</p> <p>5.B.15 Maintain the following aircraft navigation systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <ul style="list-style-type: none"> • VOR/ILS • TACAN • DF • ADF • GPS • Compass • Inertial • RADALT • IFF • TCAS <p>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</p> <p>NOTE: Each item above must be initialed and dated individually.</p>		
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<div>5.B.16</div> <div>Maintain aircraft radar systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</div> <div>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</div> <div>5.B.17</div> <div>Maintain aircraft Air Data Systems (ADS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</div> <div>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</div> <div>5.B.18</div> <div>Maintain aircraft Flight Director Systems (FDS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</div> <div>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</div> <div>5.B.19</div> <div>Maintain aircraft Automatic Flight Systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</div> <div>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</div> <div>5.B.20</div> <div>Maintain aircraft Flight Management Systems (FMS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</div> <div>SupGuide: To perform scheduled and unscheduled maintenance, and operational checks.</div> <div>6.B.01c</div> <div>Review Aviation Computerized Maintenance System (ACMS) data to schedule aircraft and shop maintenance IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</div> <div>SupGuide: Analyze aircraft records and reports to develop a maintenance plan in order to maximize the effectiveness of maintenance and aircraft availability.</div>			
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6.B.01	<p>Troubleshoot the electrical and indicating components of aircraft fuel system IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>		
6.B.02	<p>Troubleshoot the electrical and indicating components of aircraft power plant IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>		
6.B.03	<p>Troubleshoot the electrical and indicating components of aircraft hydraulic systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>		
6.B.04	<p>Troubleshoot the electrical and indicating components of aircraft power train IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>		
6.B.05	<p>Troubleshoot the electrical and indicating components of aircraft flight control IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>		
6.B.06	<p>Troubleshoot the electrical and indicating components of aircraft environmental control IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>		
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<p>6.B.07 Troubleshoot aircraft AC power systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>			
<p>6.B.08 Troubleshoot aircraft DC power systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>			
<p>6.B.09 Troubleshoot the following aircraft navigation systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <ul style="list-style-type: none"> • VOR/ILS • TACAN • DF • ADF • GPS • Compass • Inertial • RADALT • IFF • TCAS <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p> <p>NOTE: Each item above must be initialed and dated individually.</p>			
<p>6.B.10 Troubleshoot aircraft radar systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>			
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<p>6.B.11 Troubleshoot aircraft Air Data Systems (ADS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>			
<p>6.B.12 Troubleshoot aircraft Flight Director Systems (FDS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>			
<p>6.B.13 Troubleshoot aircraft Automatic Flight Systems IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>			
<p>6.B.14 Troubleshoot aircraft Flight Management Systems (FMS) IAW the Aviation Computerized Maintenance System (ACMS) and applicable technical publications.</p> <p>SupGuide: Without supervision, perform scheduled and unscheduled maintenance, diagnose and repair discrepancies.</p>			
<p>7.B.01c Review completed maintenance forms, reports and instructions for compliance IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: To ensure that all maintenance documentation and historical information is current and correct.</p>			
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<p>7.B.02c Manage personnel and resources to meet operational commitments IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series), The Coast Guard Organization Manual, COMDTINST M5400.7 (series), and the unit directives.</p> <p>SupGuide: Determine and prioritize tasking, communicate with various shops to assign personnel in order to complete work requirements, coordinate and supervise scheduled and unscheduled aircraft maintenance, and ensure aircraft availability to meet the flight schedule.</p> <p>Note: This performance qualification shall be signed off by the Aviation Engineering Officer or the Aviation Maintenance Officer.</p> <p>Major Duty: C. Shop Maintenance</p> <p>Task:</p> <p>5.C.01c Preserve aircraft and shop components IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Aviation Computerized Maintenance System (ACMS).</p> <p>SupGuide: Protect components against deterioration and damage during shipment and storage.</p> <p>5.C.02c De-Preserve aircraft and shop components to a serviceable condition IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and the Aviation Computerized Maintenance System (ACMS).</p> <p>SupGuide: Return preserved components to a serviceable condition.</p>		
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<p>6.C.01c Perform ground/air handling, transportation and disposal of hazardous material (petro-chemical, biological) IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series), the Aviation Computerized Maintenance System (ACMS), the Safety and Environmental Health Manual, COMDTINST M5100.47 (series), applicable Material Safety Data Sheets (MSDS), Air Shipping of Hazardous Material, AFJMAN 24-204, state and local regulations.</p> <p>SupGuide: To ensure proper procedures for the handling, shipping and disposal of hazardous material via commercial contract, or Coast Guard aircraft, are strictly adhered to.</p> <p>Major Duty: D. Line Crew</p> <p>Task:</p> <p>4.D.01c Service aircraft ground support equipment IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series).</p> <p>SupGuide: To have a basic understanding of ground support equipment inspections, operations, and safety procedures.</p>		
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<p>4.D.02c Perform the following line crew duties IAW the Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series) and local instructions:</p> <ul style="list-style-type: none"> • Fuel (aircraft and fuel truck) • Fuel Sampling (aircraft and fuel truck) • Aircraft ground handling • Taxi Director • Aircraft wash and rinse operations • Aircraft external power operations • Fireguard • Foreign Object Damage (FOD) prevention <p>SupGuide: To perform flight line operations properly and safely.</p>		
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<p><u>GLOSSARY</u></p> <p>APPLICABLE PUBLICATIONS: The appropriate aircraft system, component or general aviation instruction.</p> <p>APPLY: To put on. To use practically. To concentrate.</p> <p>BUILD UP: To construct by combining or assembling.</p> <p>DE-PRESERVE: To remove preservation materials from shipped and stored supplies and equipment, and inspect for serviceability.</p> <p>DOCUMENT: To record accurate and precise information (via hand writing or electronic means) in order to preserve historical data.</p> <p>ENTRY-LEVEL SKILLS: The ability to perform: basic system operation, component identification, component removal and replacement procedures, usage of applicable test equipment, and compliance to the appropriate safety precautions while under direct supervision.</p> <p>INSPECT: Examine, test, measure, or evaluate people, spaces or equipment for installation, operation, and performance in accordance with established standards, specifications, drawings, technical manuals, directives, policies or other requirements.</p> <p>MAINTAIN: To preserve, fix, or keep in good repair under minimal supervision.</p> <p>MANAGE: To handle or direct with a degree of skill or specialized knowledge. To exercise executive, administrative, and supervisory direction.</p> <p>PERFORM: To carry out an action or pattern of behavior.</p> <p>PREPARE: Plan, gather, and assemble information to produce a document (i.e., forms and schedules).</p> <p>PRESERVE: To protect supplies and equipment against deterioration and damage during shipment and storage.</p> <p>PROCESS: To initiate a series of actions or operations leading to a particular end.</p> <p>REPAIR: To return to airworthy status.</p> <p>REPLACE: To remove a component and install a substitute in it's place.</p>		
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<p>REVIEW: To examine a document or process for accuracy in content and/or format and report errors or updates to the author or controlling authority.</p> <p>SERVICEABLE: Usable. Ready for installation</p> <p>SERVICE: To perform minor maintenance under direct supervision.</p> <p>SUBMIT: To prepare a report or form following a defined process and forwarding it to the prescribed authority.</p> <p>TROUBLESHOOT: The process of diagnosing, locating and repairing faults in equipment by means of systematic checking or analysis without supervision.</p>		
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<p><u>REFERENCE MATERIAL</u></p> <p>Aeronautical Engineering Maintenance Management Manual, COMDTINST M13020.1 (series)</p> <p>Aircraft Wiring and Electronics Wiring Manual, T.O. 1-1A-14</p> <p>Aircraft Electric and Electronic Wiring Manual, NAVAIR 01-1A-505 (series)</p> <p>Air Shipping of Hazardous Material, AFJMAN 24-204</p> <p>Aviation Computerized Maintenance System (ACMS)</p> <p>Coast Guard Air Operations Manual, COMDTINST M3710.1 (series)</p> <p>Coast Guard Personnel Center (CGPC) Directives</p> <p>Electronics Manual, COMDTINST M10550.25 (series)</p> <p>Enlisted Qualification Codes Manual, COMDTINST M1414.9 (series)</p> <p>Management and Administration Of Aviation Incentive Pays, COMDTINST 7220.39 (series)</p> <p>Material Safety Data Sheets (MSDS)</p> <p>NAVAIR 16-1-540</p> <p>Personnel Manual, COMDTINST M1000.6 (series)</p> <p>Safety and Environmental Health Manual, COMDTINST M5100.47 (series)</p> <p>Special Duty Assignment Pay (SDAP), COMDTINST 1430.1 (series)</p> <p>Staffing Standards Manual, COMDTINST M5312.11 (series)</p> <p>The Coast Guard Organization Manual, COMDTINST M5400.7 (series)</p>		
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